

DEPARTMENT OF PERSONNEL SERVICES
COUNTY OF MAUI

PART I

Class Specification
for the Class:

CIVIL ENGINEER IV

Duties Summary:

Performs difficult professional engineering work in the design, construction, maintenance and operation of civil engineering projects, prepare designs, plans, specification, estimates and reports; and performs other related duties as required.

Distinguishing Characteristics:

This class differs from that of Civil Engineer III in that the Civil Engineer IV is responsible for a major or complex project or several less complex projects; whereas, the Civil Engineer III is responsible for well-defined, routine or uncomplicated projects or acts as an assistant to a higher level, registered engineer on major or complex projects.

This class differs from that of Civil Engineer V in that the Civil Engineer IV is responsible for a major or complex project or several less complex engineering projects; whereas, the Civil Engineer V is responsible for supervising a number of major or complex projects.

Examples of Duties: (The following are examples of duties and are not necessarily descriptive of any one position in this class. The omission of specific duties statements does not preclude management from assigning such duties if such duties are a logical assignment for the position.)

- Makes office and field studies of proposed projects and supervises preliminary and final surveys.
- Establishes benchmarks.
- Takes cross-sections, profiles and contours.
- Makes survey computations and prepares preliminary drawings.
- Designs retaining walls, bridges, culverts, tunnels, sewers, sidewalks, highways, water lines and systems and other concrete, steel and timber structures by computing grades and alignments, loading and stresses.
- Determining the size, proportion and dimensions of structures, and supervising the preparation of construction plans and drawings.
- Prepares specifications and contract documents.
- Prepares cost and quantity estimates.
- Supervises construction and inspection activities.
- Interprets plans and specifications.
- Changes and corrects plans.

- Keeps records of work done, materials used, and prepares monthly and final payment estimates.
- Checks plans and specifications of buildings and structures for compliance with the building code.
- Reviews test reports and soil analysis reports.
- Supervises and participates in making hydrologic, land use, land development, economic and other studies.
- Performs other related duties as required.

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This is an amendment to the class specification for the class, CIVIL ENGINEER, approved June 10, 1957, retitled to CIVIL ENGINEER IV on September 18, 1962, amended on August 12, 1991 and October 22, 1992, effective August 2, 2011.

APPROVED: 8/24/11
Date


Director of Personnel Services

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COUNTY OF MAUI

PART II

Minimum Qualifications Specification
for the Class:

CIVIL ENGINEER IVMinimum Qualification Requirements:

Training and Experience: A combination of education and experience substantially equivalent to graduation from an accredited college or university with a bachelor's degree in civil engineering and three (3) years of professional civil engineering experience.

License Requirement: Registration as a professional engineer at the time of filing and possession of a certificate of registration as a professional engineer in the State of Hawaii prior to the completion of probation.

Knowledge of: civil engineering principles and practices; modern methods and practices used in the preparation of plans, specifications, estimates and reports; the sources of engineering information; surveying and construction practices; principles and practices of supervision.

Ability to: plan, organize, and direct the work of engineering and technical employees in construction and inspection activities; develop engineering work programs; prepare engineering reports, inspection reports and correspondence.

Physical Condition:

Persons seeking appointment to positions in this class must meet the health and physical condition standards deemed necessary and proper to perform the essential functions of the position with or without reasonable accommodations.

Physical Effort Grouping: Light

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